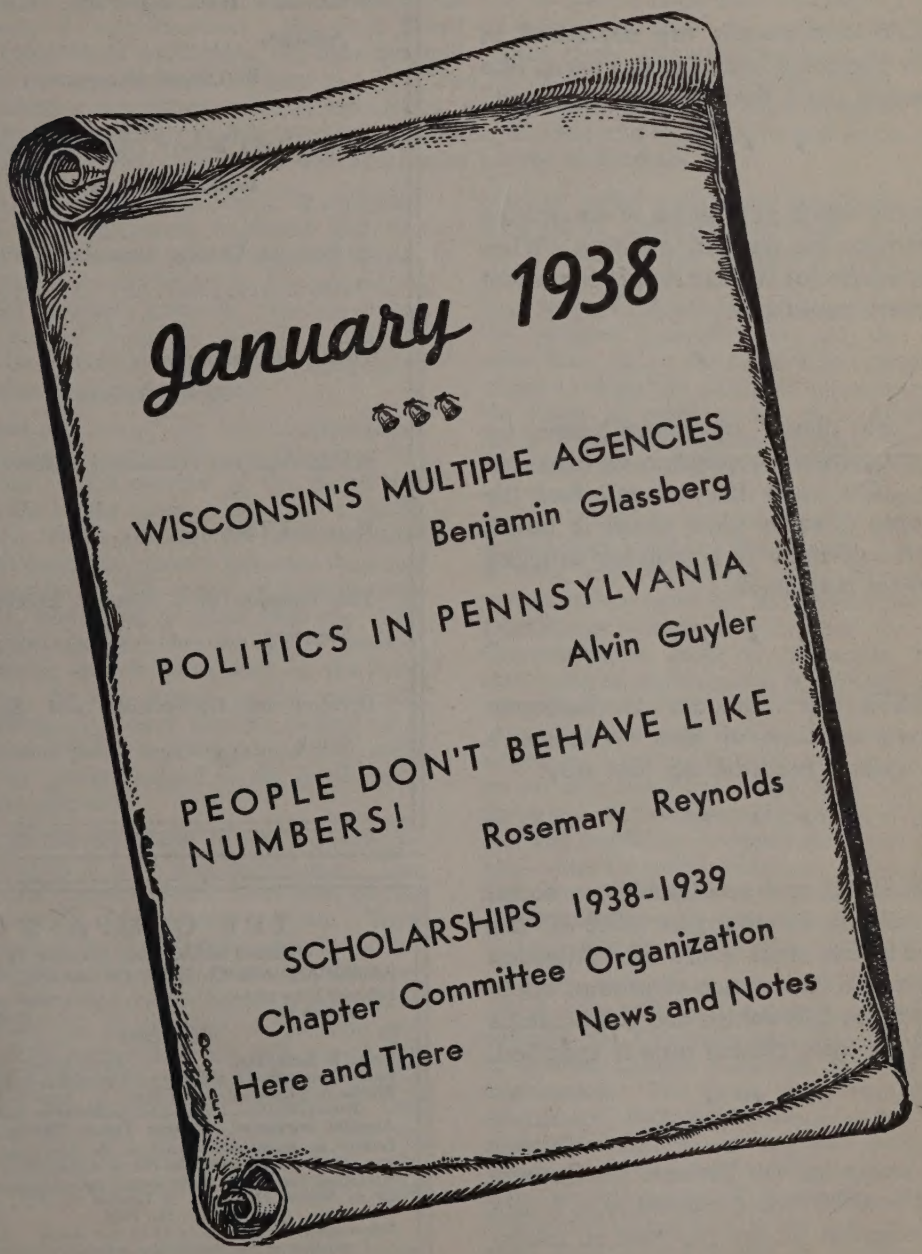
SCHOOL OF SOCIAL WORK
University of Illinois
Navy Pier, CHICAGO

The COMPASS

AMERICAN · ASSOCIATION · OF · SOCIAL · WORKERS
130 E. 22d St. · New York City

JANUARY, 1938 VOLUME XIX, NUMBER 4



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"KEEPING politics out of relief" has been more than a slogan in Pennsylvania . . . it has been a fact . . . but not without opposition from the politicos. The story of the latest effort to put politics into relief is told by Alvin Guyler in this issue in an article entitled "Politics in Pennsylvania."

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NUMBERS and people are discussed in Rosemary Reynolds' paper in this issue. She says "People Don't Behave Like Numbers!"

* * *

THIS is the fourth in a series of six articles which explore the general question "What Role Will the Social Worker Play?" in respect to the social insurances.

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THERE are almost as many plans for chapter committee organization as there are chapters. On page 10 you will find the Philadelphia Chapter plan which is based on a thorough study of committee structure by a special committee.

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COMPLETE but compact is Benjamin Glassberg's account of how Wisconsin's multiple welfare program got that way.

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FELLOWSHIPS and scholarships in social work, available for the year 1938-39, are published in this issue (page 20). Attention is called to the importance of prompt application for those fellowships and scholarships for which an early closing date is specified.

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PLANS made by the Division on Government and Social Work at a meeting in Washington, December 12, are reported on briefly on page 27.

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THE COMPASS

Published monthly except September by
AMERICAN ASSOCIATION OF SOCIAL WORKERS
130 EAST 22ND STREET NEW YORK, N. Y.
VOLUME XIX NUMBER 4

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Entered as second-class matter at the post office in New York, N. Y., under the Act of August 24, 1912.
Acceptance for mailing at the special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized June 28, 1924.
Subscription: Non-Members $1.00 per annum. Subscription of members of the Association included in annual dues.

Delegate Conference Seattle, Wash., June 24, 25, 1938

Wisconsin's Increasing Public Welfare Agencies

Social Workers Hope That Out of Multiplicity There Will Come a New and Higher Unity.

By BENJAMIN GLASSBERG

PRIOR to the depression, Wisconsin possessed what was in effect a single state-wide agency in charge of its many welfare functions. The State Board of Control managed and supervised the state's penal and correctional institutions, the state hospitals for the insane, the training schools for the feeble-minded, the industrial schools for boys and girls, and the Hospital for the Criminal Insane. To these should be added a miscellaneous list of institutions, such as the State School for Dependent Children, who could not be cared for in their counties, schools for the deaf and the blind, as well as the workshop for the blind, and a state camp and a state sanatorium for the tuberculous.

Through its Juvenile Department, it exercised supervision over dependent, neglected and delinquent children, licensed private boarding homes, supervised adoptions and helped to develop proper child welfare standards generally throughout the state. It also had charge of juvenile and adult probation. In addition, it supervised county jails, as well as other county institutions.

The Board of Control has been administered by three members appointed by the Governor for six-year terms. Each member of the Board devotes full time to the work. There is no single administrative officer, although the chairman generally wields somewhat greater influence than the other two members. This system of departmental organization, which was in effect until the 1937 special legislative session, was the typical method of administering the affairs of most of the state departments. At this session, at the insistence of the Governor, the more modern method of a board, possessing policy making powers only, with administrative powers lodged in the hands of a director, was adopted.

Previous to the depression general outdoor relief was a matter of very little importance. The relief laws and practices were, as in most of the states, based on the old Colonial poor laws. They were adopted originally in 1849 and have undergone but slight modification from time to time. The statutes permitted county boards to administer relief on either the county unit or township system. In 1929, twenty-four of Wisconsin's 71 counties administered their relief with the county as the unit. The balance still attended to this governmental function through their village or township chairman or the local poor relief committee, numbering over 1200 separate relief units in the state.

Wisconsin was one of the first states to give serious consideration to the effects of unemployment on public welfare and the second to provide state aid for unemployment relief. In September, 1930, by act of the legislature, there was established within the Industrial Commission, which has charge of enforcement of the state's labor laws, the workmen's compensation act, the minimum wage laws, etc., a Bureau of Unemployment Research to study the effects of unemployment and the extent of relief needs. As a result of this study a grade-elimination program was adopted in March, 1931, and the Bureau assigned the task of registering and certifying all labor for this work. It also attempted to develop proper standards of work relief and direct relief. On February 6, 1932, with the passage of the state emergency unemployment relief bill, an Unemployment Relief Department was established within the Industrial Commission, in order to administer the funds amounting to approximately $5,000,000.00, which were appropriated for the aid of local communities in meeting their relief needs. This aid was granted largely on a per capita basis, with a small portion set up as a free fund. This act is significant in that it was the first time in the history of Wisconsin that the legislature provided for direct grants to local units for public assistance. It was also the first time that it took into consideration the inequalities in the resources of the local communities and provided for their differential treatment.

In the following year, 1933, the legislature raised some additional monies for relief and empowered the Unemployment Relief Department to establish definite standards of relief and administration. The items to be furnished were enumerated, including adequate shelter. It was made clear that it was intended through these standards to enable the local communities to preserve the self-respect of those who are in need. It provided that at least 50 per cent. of a county's relief expenditures would be reimbursed, if it maintained satisfactory standards. It also made

possible a work relief program at prevailing rates of pay. Although this act was passed as part of the state's emergency legislation, it completely revamped the state's old poor relief laws. Unfortunately its modern approach was completely disregarded during the 1937 special session.

In accordance with the requirements of the Federal Emergency Relief Administration the name of this division underwent a further change on April 1, 1934, when it was named the Wisconsin Emergency Relief Administration. While the F.E.R.A. from now on largely dominated the choice of personnel and formulated the policies, nevertheless, officially, the selection of personnel of the W.E.R.A. was in the hands of the Industrial Commission, which was responsible for its work to the Governor. The W.E.R.A. had under its jurisdiction the unemployment relief program of the state, and distributed federal funds to the counties on the basis of need. It also financed the state transient program, the work program of the F.E.R.A., and the drought relief program, as well as other features of the federal relief activities, such as certifying for C.C.C. and distributing federal surplus commodities.

Following the dissolution of the F.E.R.A., Governor Phillip La Follette, by executive order, on December 7, 1935, abolished the W.E.R.A. and at the same time set up a new department to be known as the Public Welfare Department, under the supervision of the Industrial Commission. The first function of this department was to maintain Central Application Bureaus in all the counties for certification to the W.P.A., the Resettlement Administration and the C.C.C., as well as to distribute surplus commodities, provide aid to transients, supply advisory and technical assistance to the local units of government in the development of relief and welfare programs, make studies of financial resources of the counties and maintain a statistical and research division. Following a controversy which developed a few months later between the Industrial Commission and the Director of the department, whose removal it sought, the Governor abruptly modified the existing relationship between the two and placed the Public Welfare Department under the direct and personal supervision of the Chairman of the Industrial Commission, which is the present status of the Public Welfare Department.

During the two years which have elapsed since its establishment, the Public Welfare Department has been an important factor in helping the poorer counties of the state, mainly in the North, to maintain some semblance of a relief program, by granting reimbursements in part for their expenditures out of the monies remaining from federal grants made previous to November, 1935, and some state funds, together with an emergency appropriation made in 1937.

During the legislative session of 1935 an effort had been made to set up a single department which would function in the whole field of welfare, largely because of the decision to meet the conditions laid down by the Social Security Act, which called for a state-wide authority with which the Social Security Board could deal in reimbursing the state for its expenditures for the security aids. Later in the summer a bill setting up such a department was introduced, which provided that it be headed by a Commissioner of Public Welfare, to be appointed by the Governor with the advice and consent of the Senate, and to be removable only for cause. The department was to have supervision of the administration of all laws of the state relating to public assistance and social security, unless expressly vested in some other department. This new department was to have jurisdiction over the Juvenile Department of the Board of Control and continue its work with defective, illegitimate, dependent, neglected and delinquent children.

This bill made no direct reference to the state's responsibility for general relief or the establishment of standards, nor did it mention the state's penal and correctional institutions, which presumably were to continue under the Board of Control. No personnel standards were laid down. The chief objective of the bill seemed to be to set up a state agency to meet the federal requirments for reimbursement for expenditures for security aids. There was no general support given to this bill. Finally, on October 10, 1935, in the closing days of the session, a hurried compromise was arrived at, which set up the present State Pension Department, consisting of three state officials, one a member of the Industrial Commission, another the State Director of Budgets, and the third the statistician of the Board of Control, in immediate charge of the work done by the Board in relation to old age assistance. This Board was created within the Industrial Commission with the administrative head, the last named in the bill, to be known as the Supervisor of Pensions.

This hastily formed Board could hardly be called a Board in the sense in which the term is generally used. It had no independent existence, and was intended to be a purely stop-gap affair while further consideration was given to the entire problem. However, although a regular and special session of the legislature have taken place since, the composition and functions of the State Pension Board have remained untouched. The act setting up this Board provided that the counties could continue to administer the pensions through the county courts, which was the practice, or they

could establish a county department to administer them and do this in conjunction with general relief, if they so chose. In Milwaukee the county board was permitted to set up a pension department to administer the aids, but apparently this could not be consolidated with general relief.

At the present time there is a total lack of uniformity in the state in the administration of the security aids. In 27 counties they are still administered by the county courts or juvenile courts. In 44 counties they are administered by county pension departments. These county pension boards vary considerably in size and composition. Some consist of one man boards, some of three, and some of five. In some cases the county board has appointed an administrator responsible to the Pension Committee of the Board. In 13 of these 42 counties the pension boards also administer general relief and are under the supervision of the Public Welfare Department for their relief functions and the State Pension Board for their pension functions. The net result of this hasty legislation was to give the state another state-wide board and to prevent the proper integration of the pension grants with the general relief program of the state.

In the spring of 1936, due in part to the efforts of the Wisconsin Conference of Social Work, Governor La Follette appointed a Citizens' Committee of 34 to examine the entire welfare machinery of the state, for the purpose of bringing about that coordination of facilities and services which are essential to efficient management. Many other states, such as California, New York, Pennsylvania, and others, were undertaking the self-same study and the Governor's act met with the approval of a large part of public opinion. The members of the Committee came largely from the professions, business, the universities, churches and women's clubs. Only a few were engaged in social work. Headed at first by Chief Justice Marvin Rosenberry and later by Mr. William Spohn, a socially-minded attorney of Madison, the Committee engaged a staff of research workers, who were largely professionally trained. As executive director it chose a professor from the University of Wisconsin, Dr. J. H. Kolb.

This Committee made a very active, careful and intensive analysis of all of the state's welfare activities and institutions, and by February, 1937, it submitted its recommendations and findings to the Governor. A reading of its 295-page report will justify Governor La Follette's characterization of it as one of the finest studies of a state's welfare machinery that he had seen. It will be possible in this paper to touch on but some of the most important conclusions and recommendations, practically all of which met with the enthusiastic endorsement of the Milwaukee Chapter of the AASW, the Wisconsin Conference of Social Work and the Wisconsin Association of Public Welfare Officials. The first two groups, it should be made clear, vigorously opposed the recommendation of the Citizens' Committee concerning the organization of the state's welfare agency on the state level. In spite of differences within the Committee, it finally recommended that the welfare activities of the state government be grouped into three main functional divisions, to be administered by three separate state-wide departments of Social Security, Mental Hygiene and Corrections. This was strongly opposed by social workers who tended to favor a single department to coordinate all of the state's services, instead of three. It should be mentioned that the Citizens' Committee felt that it met the criticism of those who favored a single department by recommending the establishment of a State Council of Social Resources, which would be composed of representatives from these three newly created departments, together with representatives from other state departments, such as public instruction, vocational education and state board of health. This council would be headed by the Governor as chairman and would attempt to coordinate the policies of all state departments concerned with public welfare and allocate specific responsibilities to some one department, and also maintain a research and statistical division for all departments. This council would also help to develop the training of personnel and develop proper forms, records, etc. To those who objected to what appeared to be an unnecessary division of the field into three separate departments, the proposal to create a state council did not appear to meet the issue. It was felt that it was an attempt to secure through indirection what could much better be done directly.

The Committee recommended that the state departments be headed by policy making boards, who were to choose a director responsible for the executive functions of the department. The boards were to establish standards of work for the guidance of the counties, and grants-in-aid would be based upon adherence to these standards.

The State Department of Social Security was to be charged with the administration of the following welfare activities: child welfare services, juvenile probation, aid to dependent children, old age assistance, aid to needy blind, family care, including direct relief and service, medical care, transients, and certification to work and other assistance programs. The State Department of Mental Hygiene was to be charged with the administration of the institutional and non-institutional care of the mentally ill and mentally deficient persons, and with preventive work in mental hygiene. The State Department of Cor-

rection was to be charged with the administration and operation of all state correctional institutions, and the Hospital for the Criminal Insane, as well as the Industrial Schools, unless it should be later decided to place them under the Department of Social Security. In addition, it would have supervision over the work of adult and juvenile probation and the management of the proposed Bureau of Criminal Apprehension. The Committee further proposed that a number of state institutions for the deaf, the blind and the tuberculous be transferred to other state departments, such as the Department of Public Instruction, Vocational Education and Board of Health. The Committee was considerably concerned with the present administration of the training schools for the mentally deficient, urging that the present overcrowded conditions be corrected by providing additional facilities, and that a proper manual training program be developed. It also urged that the program of treatment in the industrial schools be improved and increased so as better to serve the needs of the individual, in addition to improving the physical plant.

One of the most important recommendations of the Committee was to the effect that the state must assume some definite proportion of the public welfare costs of all communities in the state through a system of grants-in-aid. It felt that the century-old system of local responsibility must give way to the newer conception of the state's interest in the maintenance of proper standards of relief and administration in all the communities within the state, and that in addition to reimbursement on a uniform basis, there should be additional aid, depending upon the financial resources of each county. Only in this manner, it pointed out, can the present shocking differences in relief standards in the state be corrected.

In view of the disproportionate emphasis evident in so many parts of the country on expenditures for the social security aids, with the consequent inadequate financing of general relief, it is interesting to note the Committee's recommendation that "no one part of the public welfare or social security program should be expanded at the expense of any other of equal importance." The Committee believed that it was important to develop a balanced program.

It was heartening to notice the insistence of the Committee's recommendation in the field of administration. "A welfare program can be no better than the men who carry it on," it said. Therefore it urged that appointments to all professional and technical positions in the state and county services, be based upon competitive examinations, with a view to attracting to the service the best trained and ablest workers. Unfortunately, this recommendation did not extend to the position of county director or director of state departments.

The Citizens' Committee was very definite in urging that at the county level the county should be the unit primarily responsible for all of the local welfare services, including general relief and the social security aids, certification to work programs, the supplying of medical and dental treatment, and all of the child welfare services necessary to meet the problems of the dependent, neglected, delinquent and illegitimate children. The county department should provide assistance to the courts upon their request, and see that no commitment, adoption or custody be determined without proper investigation of the County Welfare Department. It should also have charge of the selection and supervision of foster homes.

The Committee recommended that within the county department there should be available a psychiatric service cooperating with educational and public health officials. In order to improve the care of the mentally ill in the county, it urged that county asylums for the insane be regarded as hospitals where patients may be examined and treated by specialists in the field of mental disease.

On June 9, 1937, several months after the Committee's report was made public, a bill embodying its recommendations was introduced by the Joint Legislative Committee on Social Security and Allied Problems. Both the Wisconsin Conference of Social Work and the Milwaukee Chapter of the AASW were represented at the public hearing. They approved the provisions of the bill, with the exception of the establishing of three departments. The Council of Social Resources was also objected to because it could easily lend itself to political manipulation, in that the Governor would serve as chairman and the members of the various state boards would be appointed by the Governor, and their tenure of office would be at the pleasure of the Governor. The selection of personnel on both the state and county level, it was felt, should have been definitely placed on a Civil Service basis. The state director, according to the bill, was removable at any time and at the pleasure of the Board, after a special hearing. Members of the state staffs were to be subject to Civil Service law. The county director was to be appointed after consultation with the state board, but his tenure was to be at the pleasure of the county board. Members of the local staffs were to be chosen after consultation and agreement with the state board and the county board without any reference to selection on a merit basis.

In spite of these and other inadequacies, the bill represented distinct progress. Considerable objection, however, developed immediately, largely

on the part of the County Boards' Association. The village and town chairmen accustomed to administering relief objected to the establishment of the proposed county department of public welfare, as it would shear them of a large part of their power. Others felt that shifting part of the local responsibility for relief to the state would tend to encourage extravagance in relief on the part of the local communities. Although the bill called for state aid to the counties, it did not fix the percentage of reimbursement. This was to be decided later. Since the estimates of the Public Welfare Department indicated that it would be necessary to grant the counties approximately $8,000,000.00 a year to maintain adequate relief standards, exclusive of medical care, there was considerable objection to this feature of the bill, because it would require additional taxes. The sudden adjournment of the legislature in July resulted in the death of this bill, along with all pending bills.

There was a revival of hope, however, when the Governor called the legislature into special session in September. Although the main purpose of the call was to provide some monies to aid the most distressed areas of the state in meeting their relief needs, it was hoped that the call would be extended. After considerable wrangling the legislature accepted the Governor's recommendations and provided for approximately $3,000,000.00 for relief, to be raised largely through a modification of the inheritance tax laws. This fund was to be granted only to those communities who were entirely unable to help themselves. Attempts to increase the $3,000,000.00 appropriation were defeated, as was a provision that all counties be entitled to five per cent. reimbursement for their relief expenditures, which was vetoed by the Governor.

It was very disturbing, however, to find that the administration, in direct opposition to one of the important recommendations of the Citizens' Committee, had written into the appropriation a clause reaffirming the provisions of the state's laws that "the primary obligation to aid persons in need has always rested and now rests with local units of government in which such persons have lawfully settled." The bill further provides that "relief be administered in accordance with rules and regulations to be adopted by the Industrial Commission . . . with the exception that standards and eligibility shall be determined by the individual local unit of government administering relief."

This section of the law re-enacted the philosophy and practice of the ancient poor laws, and destroyed the concept of state responsibility for the maintenance of uniform relief standards and the making of grants-in-aid dependent upon the local communities living up to certain minimum standards.

The Governor then recommended to the legislature that there be established a State Department of Mental Hygiene and a State Department of Corrections, substantially as recommended by the Citizens' Committee. The legislature immediately accepted the recommendation and the Governor thereupon appointed boards of five for the two departments. To date, however, the directors have not been appointed. In effect, these two departments will remove from the jurisdiction of the State Board of Control its responsibility for the custody and treatment of the insane, mental defectives and epileptics, and the penal and correctional institutions, including the Hospital for the Criminal Insane. The remaining institutions and functions of the State Board of Control, enumerated in the early part of this article, will presumably continue under the State Board of Control, although there is considerable speculation as to what disposition will be made of them, especially of the Juvenile Department.

The law establishing the new departments provides that the Board of Control shall cease to function by January 1, 1939. To take care of its unallocated functions the Governor is empowered to transfer "any department, division or agency within one board or department to other boards or departments," subject to the approval of a majority of the Committee on Reorganization, which is provided by the act. It consists of three senators, five assemblymen and a number of state officers. There is the further provision that either house of the legislature may void the Governor's decision if it acts within ten days after it again convenes.

It is conceivable that the Governor may, by gathering together the loose fragments that are left with the Board of Control and adding them to the Public Welfare Department, lay the basis for the Department of Social Security, which was included in the original bill.

At the present time, however, the State of Wisconsin finds itself with the following welfare machinery: a State Pension Department, a Public Welfare Department, a State Department of Mental Hygiene, a Department of Corrections, and the State Board of Control shorn of most of its powers. In the offing is the Unemployment Compensation Division and the Public Employment Division, within the Industrial Commission, and the federally managed Works Progress Administration, the newly appointed director of which also happens to be the Director of the Public Welfare Department.

It is the earnest hope of social workers in the state that out of this multiplicity there will be evolved a new and higher unity.

WHAT ROLE WILL THE SOCIAL WORKER PLAY?

The question of the adaptability of social work skills in the field of social insurance can be expected to provoke widespread discussion of the relationship between social work training and experience and the administration of insurance provisions. Also the whole extension and expansion of public welfare operation can be expected to provoke discussion on the development of the advisory consultative function of the professional social work group as the less direct application of social work skills in connection with certain governmental welfare functions. Such discussion the Association believes should help to clarify the position of social work as a function based on the premise that special skills (which can be transferred through training) are necessary equipment for any person charged with the administration of programs designed to aid or counsel human beings in difficulty. The following paper by Rosemary Reynolds, Great Lakes Region Field Secretary, of the Family Welfare Association of America, is the fourth in a series of six discussions of this question prepared for THE COMPASS.

People Don't Behave Like Numbers!

Individual Handling of Applicants Will Be Needed For Any Type of Benefit.

By **ROSEMARY REYNOLDS**

"IT is the essence of social insurance that everyone be treated alike." This thought provoking sentence is taken bodily from Joanna Colcord's article which was printed in the *Compass* of August, 1937. Perhaps because I am a social worker, or because I have spent four years in a large public relief agency, or because of both things, I question the possibility, if not the validity of this statement.

People, being individuals, are not alike and will not be treated alike even if this be the intent of the governing body. Each of us has weaknesses, idiosyncrasies, and virtues which make us react differently to the same rules and regulations. Consider for instance, such a simple matter as crossing a busy street. We drum safety codes into our children; our dogs even have learned to obey the green lights, but still many citizens of normal intelligence zigzag across streets every day in spite of the rising death rate of pedestrian accidents. Why? Because each of us is convinced that we have some especially good reason for not waiting thirty seconds for the required green light. Lack of time. Absentmindedness. No traffic momentarily. All excellent reasons for the individual but not conducive to traffic safety.

How many times in public and private agencies we find clients who are seemingly unable to adjust themselves to the regulations. There have always been and always will be, I am afraid, the woman who forgot the office closed at 12 noon on Saturday; the man who feels that additional benefits are due him because the factory did not record the correct amounts he paid; the child whose toothache used up three days' food money. I don't mean to imply that in each of these situations the agency always alters its plan, but I do mean that careful consideration, skillful evaluation and prompt attention of some kind must be available. For a story—sometimes tragic, sometimes ludicrous—always significant—lies beneath the seemingly simple request for exceptional treatment.

Miss Colcord would probably point to the insurance and trust companies as organizations who handle vast numbers of persons and still maintain a fairly rigid program. Of course I think several things make their problem simpler than that which faces the social security program. A life insurance policy once paid, ceases to be a concern to the company. However, the widow who wouldn't think of returning to the insurance office when her money is spent, applies for a Mother's Pension or unemployment relief. On the other hand annuity holders for the most part are planful people or they would never have made such arrangements in the first place. They consequently cause the insurance companies little trouble. However, I wonder how many times these same annuity holders request an advance from the company to finance an operation or a burial.

Still it seems to me that the insurance group is more apt to be able to fit into specific regulations than the population at large who will be the benefit holders of social security. Many of these people have always been "close to anxious." Many have had low, uncertain incomes throughout a lifetime. Many are resentful at the turn of events which lead them to social security.

Individual handling of applicants for any type of benefit is certainly going to be needed. Blanks can be used but personal interviews by someone who is patient and kindly will also be needed.

Last winter it was necessary for the public agency in Cleveland to re-register the total caseload with all speed. We experimented with a simple questionnaire which was mailed to each family receiving relief at that time. The answers to our supposedly simple questions have made many skeptical of the value of blanks as the sole means of determining eligibility. These answers which I happen to remember, give an idea of the problem one would face if this were the only method used:

Q: Name of head of household?
A: My wife.
Q: When were you born?
A: My mother knew, but she's dead.
Q: Do you own an auto or truck?
A: No. We haven't finished paying for it yet.

These replies are amusing but it is also alarming to realize how many misinterpretations are possible when people are asked to read and write. Particularly is difficulty experienced by the old. Factual information is hazy to them. Precise figures and dates are often impossible to secure without time and gentleness. Younger individuals who are burdened with the worry of eviction or the serious illness of the wage earner also may need help in applying. Many times distressed people misstate or contradict themselves so that skill is needed to know whether the application is purposely being falsified or is as accurate as the client can make at this time. I believe as Miss Colcord does that someone will have to be available to help work out the puzzles. Did Tom Andrews throw up the job or was he ill Saturday and found his place filled by another man on Monday morning? How can Lucia Brownley prove that she is 67 when Alabama did not record births at that time and no witnesses are available? The Mr. Andrews and Mrs. Brownleys are the exceptions, it is true, but they require someone to weigh the facts of their stories.

Still, any beneficiary of social security must make some adjustment in himself and his family to fit into the social security pattern. I do not only mean that economical living must be practiced. Every family who has a wage earner even temporarily out of work, is riddled with the unspoken fear, "suppose this goes on." Every aged person must admit with more or less finality that old age is here and years of usefulness numbered. When we have health insurance every family where there is an ailing wage earner will silently ponder—"will he recover or is this only the beginning?" This is not because the recipients do not appreciate or welcome governmental aid but because a regular check may lessen material discomfort, but not the mental worry and strain.

Consequently I think that there will inevitably be a group of persons under any social security program who will need extra time and extra skill in handling their problems. Applicants for social security whether accepted or refused should not be sorted as dispassionately as apples. Recipients of benefits must have someone besides the mailman to turn to when emergencies, discouragement or bewilderment overtake them.

Someone will ask, I am sure, why do these seemingly stable individuals need a social worker when they have managed their lives without one up to this time. Of course the majority will be adequate to continue to handle their own affairs. However, there also will be the group who not only need steadying now but could have profitably made use of a caseworker before this time. By this I am not implying that meddling social workers should bounce into every defenseless household. Experienced and mature workers have learned that help in making adjustments cannot be administered either by force or by threats. Nevertheless the opportunity for help should be available to anyone who requests service.

Who should give this extra service? Social workers? Should this be the function of the division itself or a private social agency? Could volunteers or clerical workers supply this need? With rare exceptions I think that this extra understanding and consideration will only come from the group of professionally equipped social workers. In time, untrained visitors can successfully undertake some of these services as has been demonstrated in so many public relief agencies during the past five years. However, these visitors have received something resembling apprenticeship training in social work during these months of service. The question of whether the extra individualization can better come from the public or private agency is a moot one. If a casework unit is established in the Social Security Division there is always the problem of high caseloads, inflexibility, shifts in policy. Although these same difficulties are not experienced in a private agency there always is the problem of cooperative service, limited capacity and method of referral. Possibly the solution will be to have enough qualified people in the Social Security Division to care for application problems and emergencies. This could be supplemented by the private agency which could give service to individuals needing help over a longer period.

The location or source of these workers concerns me far less than the quality of helpfulness they embody. I merely want to be sure that Mrs. Vitroli, whose Rosie "was sick on the social security check," can tell of the mishap and secure a duplicate within a reasonable length of time. I only want to be certain that Carl Jacobs, who drank himself stiff after the layoff news, is seen as a man made frantic by continuous economic uncertainty, not as an undeserving alcoholic. I want Mrs. Vitroli and Mr. Jacobs and the rest seen as people, not as social security numbers.

A Plan for Chapter Committee Organization

Philadelphia Chapter Executive Committee Accepts Basis of Special Committee Report for Committee Organization.

IN facing the problem of committee organization for the coming season—there are twenty-two independent committees now authorized or active—the Executive Committee of the Philadelphia Chapter of the American Association of Social Workers has examined the very interesting and suggestive report of the special committee appointed last year, under the chairmanship of Mrs. Rosa Wessel, to study the committee structure of the Chapter and has accepted as the basis of its present recommendations, the basic principles and most of the details of that report.

The plan has three aims: (1) To realign all chapter committee activities in such a way as to relate them more effectively to the structure and activities of the national association; (2) To stimulate active participation of the membership in study and action upon problems within the chosen chapter functions, and to afford effective channels for such activity; (3) To make each of the committees contribute directly to a balanced chapter program that is inclusive of all phases of professional interest and responsibility.

In brief, the plan is as follows:

1. *The Executive Committee* shall be responsible for coordinating all activities of the chapter and its committees. It shall also be responsible for directly supervising administrative activities affecting chapter organization and operations, such as Finance, Recruiting, Bulletin Program, and the like. The Executive Committee will thus accept the responsibilities of the Division on Chapter Administration recommended by the special committee.

The chairmen of two standing committees—Membership and Nominating—are, under the constitution, voting members of the Executive Committee. Chairmen of special standing committees mentioned above will continue to meet with the Executive Committee. The Executive Committee will, for the present, accept the recommendation of the retiring Program Committee that programs be a responsibility of the Executive Committee.

All proposed action by or in the name of the chapter or any of its committees, in relation to the community or any part of it, shall be referred in the first instance to the Executive Committee for consideration, and, if deemed advisable, for recommendation to the chapter, (subject to procedure outlined under Division IV below).

2. *Four Special Divisions* will be created to deal with special groups of problems, each division to have a chairman who, if not already a member of the Executive Committee, will meet regularly with the Committee.

(a) Personnel Standards and Employment Practices.

(b) Professional Practice.

(c) Government and Social Work.

(d) Interpretation and Social Action.

At the beginning, each division shall have a steering committee, consisting of the division chairman and the chairman of the existing committees that have been assigned to that division, as indicated below. Wherever important parts of the field assigned to any division are not now covered by existing committees the Division Chairman, with the approval of the Executive Committee, may add at once to the division steering committee other persons who are interested in and who are representatives of such areas.

The steering committee of each division is asked to meet immediately to consider a tentative program of work for the division for the year, or at least for the immediate future, including in such consideration the continuance or discontinuance of present committees and the creation of new ones to meet present needs. Each Division Steering Committee shall feel free to recommend to the Executive Committee any form of division activity in the promotion of its work, including study groups, sub-committees, or activities of the committee as a whole. The Executive Committee is anxious that the area of interest of each division shall be cultivated in the way that is most satisfying and productive to those primarily interested in its subject matter. Opportunity will be given to members of the Chapter to associate themselves with any one or more of the committees or divisions that interest them, and to participate actively in their affairs, as well as to suggest to the divisions and to the Executive Committee, the creation of additional committees.

SCHOOL OF SOCIAL WORK
University of Illinois
Navy Pier, CHICAGO

The Chapter is free, of course, at any time to create special or temporary committees for any specific purpose. All committees of all divisions shall be created by the Executive Committee and, upon recommendation of the Division Committee, shall be given a definite charge as to subject matter, and, where possible, as to the time of report. All committees shall report regularly to the Executive Committee through their respective divisions.

Division chairmen, with the steering committees, shall be responsible for stimulating and coordinating activities of committees within each division, and for facilitating cooperation or joint activity between two or more divisions which have a common interest in certain committee activities.

It is hoped that each division may have at least one opportunity this year to bring its findings and proposals to the attention of the whole Chapter through a regular Chapter meeting program.

Tentative Charge to Divisions

I. *Personnel Standards and Employment Practices*

This division for the present will combine the functions and responsibilities now separated into two divisions of the national association. The Executive Committee wishes to experiment with this consolidation because it feels that such problems as those of salary scales, working conditions, leaves and vacations, on the one hand, and those of professional qualifications, professional functions, and educational requirements, on the other, are inherently interrelated, and that there is potential advantage in having the findings and conclusions in one area cleared with those in the other.

The Employment Practices Committee under Miss Baum's chairmanship has made substantial progress, as its recent report demonstrates, and has been charged with the duty of formulating more definite statements on a number of important aspects of its first general report, including salaries, review procedures in cases of demotion and dismissal, and evaluations of service. For this reason, the Executive Committee hopes that it may continue under its present leadership as a special committee within this division.

The tentative general charge to the division is as follows:

> The division shall concern itself (1) with the problems of developing and defining the criteria of professional competency in terms of education, experience, and performance, and (2) with the problems of employment practice and working conditions, which may hinder or liberate effective professional performance.

At present four committees seem to be functioning in this area; namely:

Committee on Civil Service, George R. Bedinger, Chairman;
Committee on Accrediting Temple University, Joseph E. Beck, Chairman;
Committee on Employment Practices, Miss Helen Baum, Chairman;
Committee on Personnel Adjustments, Miss Katharine Tucker, Chairman.

These four chairmen, together with Miss Dorothy Hankins, who has been asked to become division chairman, will constitute the temporary steering committee of the division.

II. *Professional Practice*

This division is not at present a designated functional division of the national association, but the recommendation of the special committee, that this important area of professional interest and activity be definitely cultivated, is approved heartily by the Executive Committee.

The tentative general charge to the division, as to scope and content of its effort, is as follows:

> The division shall be concerned with the field of the social worker's activity with clients—individuals, groups, or communities—with the object of 'continually converting practice and experience into professional content and transmissible knowledge.' It will aim (a) to clarify what distinguishes professional from non-professional service in terms of skills required, and also in terms of quality of achievement, with the rights and interests of clients in the forefront of consideration; and (b) on the basis of progress in formulating these concepts, to move forward in the formulation of acceptable standards of professional practice which will protect and promote the client's interests.

At present three committees are operating, which, in the opinion of the Executive Committee, belong in this general area, namely:

Committee on Youth, Edith Everett, Chairman;
Committee on Housing, Harriett Rinaldo, Chairman;
Committee on Professional Use of Case Records, Mrs. Roslyn Serota, Chairman.

While all these committees were created partly for other purposes, they have potentially a common center of operations in their function of exploring and defining the professional interest in these subjects, as well as the suitable role and acceptable standards of professional practice within each one. Some of them, and others which may be brought into being, are primarily concerned with case work practice; others involve problems of group practice; still others involve problems of professional practice in social planning and organization. Through the activities of this division and its committees, members of

the Chapter should become better equipped to serve either as individuals or as a group in their professional relationships with their clients and their associates, both lay and professional. The elements of professional practice common to all parts of social work, and the essential differentiations among its several parts, should all ultimately be clarified through the division's activities.

The division's temporary steering committee will consist of Miss Abigail Brownell, who has been asked to become division chairman; the four committee chairmen mentioned above, together with Mrs. Rosa Wessel, Chairman of the special committee, upon whose recommendation the division is organized. It is hoped, also, that a representative of group work and a representative of the specific area of broad social planning and organization, may be added at once to this steering committee.

III. *Government and Social Work*

This division, as the committee sees its function, corresponds exactly to the national division of the same name. Its tentative charge is as follows, (largely in the language of the charge to the national committee):

> This division shall be concerned with 'factors in social work experience which are pertinent to the development of government social work programs.' It shall study and report upon these matters with the purpose of steadily increasing the effectiveness of the profession in contributing of its knowledge and experience in the formulation and execution of governmental policies.

At least six special committees within the general field of this division have operated during the past year, in addition to the *Civil Service Committee and the Committee on Professional Use of Case Records,* which, with a somewhat altered emphasis, have been tentatively assigned to other divisions. These are:

Committee on Professional Issues in Public Welfare, Miss Dorothy C. Kahn, Chairman;
Committee on the Goodrich Plan, Miss Betsey Libbey, Chairman;
Legislative Committee, Mrs. Alia Gould, Chairman;
Committee on Interviewing Legislators, Miss Florence Cook, Chairman;
Committee on City Institutions, Mr. Alvin Guyler, Chairman;
Committee on Work and Public Assistance, Miss Mildred Frank, Chairman (resigned).

These chairmen will constitute the temporary steering committee of the division, under the chairmanship of Miss Dorothy C. Kahn.

IV. *Interpretation and Social Action*

This also is a new division, of which there is no exact counterpart in the national association. It is an outgrowth of the work of a valuable committee on publicity and interpretation, during the past year, coupled with developments in the State Division's Committee on Cooperation and the increasing interest of the Chapter in finding suitable means of cooperating in projects which are of common concern to our profession and to other groups in the community. The Executive Committee views this problem as of far-reaching and pressing present importance, transcending the inherent limitations of a publicity committee, as such, and requiring the continual clarification of point of view and of method, as well as of thoughtful experimentation, in the development of our public relations as a profession. The tentative general charge to the division is as follows:

> This division shall concern itself with (a) means and methods of interpretation of professional social work, its experience, skills, and points of view, to others in the community; (b) bases and methods of cooperation between the profession and other groups in the community having a like concern for the solution of problems with which our professional service is concerned; (c) means and principles of participation of the Chapter in the promotion or guidance of social action to ends which are in accord with Chapter policy. Proposals that involve interpretation, cooperation with other groups, or social action, and that emanate from other divisions or committees, shall be referred to this division for consideration and recommendation of suitable policies and methods, in the light of the particular subject involved and the circumstances surrounding it.

It is hoped that this committee may ultimately include at least one active member in each of the other divisions, and possibly in most of the principal special committees, who will be especially interested in and capable of solving problems of public interpretation, cooperation, and action. This division will thus be kept in close touch with the development of all Chapter projects and at the same time will be free to study and report upon the whole field of our public relations and the principles involved in their effective development.

Only one committee is now exclusively devoted to the field of this divison as proposed, namely the publicity committee under the chairmanship of Miss Mary Samson. The Committee on Professional Issues in Public Welfare under Miss Kahn's chairmanship, and the activities of our representatives in the state Division Committee on Cooperation, under the general chairmanship of Mr. Alvin Guyler, and the activities of the Committee on the Goodrich Plan under Miss Libbey's chairmanship, are all closely related to this field. These persons or other representatives of their committees whom they may name, are asked to become the temporary steering committee of this division, with Mr. A. L. Wills acting as division chairman.

Delegate Conference Seattle, Wash., June 24, 25, 1938

Politics in Pennsylvania

The Merit System in the Department of Public Assistance Under Attack. Patronage the Real Issue in Current Investigation.

By ALVIN GUYLER

IT took a Governor's commission of twenty-five outstanding citizens working with a competent technical staff a year to produce Pennsylvania's modern public assistance program. Almost an additional year was consumed in getting this program enacted into law. Civic-conscious citizens across the state played an active role in securing the passage of this legislation. High hopes were held that at last Pennsylvania was to have a permanent public assistance program, a 1937 model, with a personnel selected on the basis of competence and with appropriations large enough to insure a reasonably adequate program for those in need. In the transformation that was taking place in Pennsylvania Governor Earle and the Democratic administration had played an aggressive role. The modern public assistance program was in reality Governor Earle's program, and at the time of its enactment he made it clear to citizens' groups across the state that politics would not be allowed to enter into the administration of these services.

Ever since Governor Earle's election there has been an increasing dissatisfaction felt by other leaders of the Democratic party with the Governor's announced and enforced program for a non-political public assistance administration. On several occasions this growing dissatisfaction on the part of certain politically-minded persons has almost broken out. On each occasion, however, the Governor has stood firm and the administration, although continually harrassed by political job-seekers, has been allowed to continue to operate on a basis of securing the best qualified personnel possible regardless of political affiliation.

On November 9, however, a meeting was held in the Governor's office attended by the Governor, the principal state leaders of the Democratic party, and Karl de Schweinitz, Secretary of Public Assistance. Newspaper reporters were barred from the meeting, but in a statement made by the Governor following the meeting he implied that serious charges had been made against Mr. de Schweinitz by Democratic leaders and that he was having these charges reduced to writing. He further indicated that Mr. de Schweinitz would be given an opportunity to answer the charges at a second meeting of the same group to be held in his office on November 16. It later developed that Mr. de Schweinitz answered adequately all the charges that had been made.

Up to this point, the nature of the charges and the answers had been guarded zealously, and the general public had no way of knowing what the real issues were. Several days after the November 16 meeting, however, Mr. de Schweinitz made public the charges and his answers, and for the first time the general public was really conscious of the fact that the charges had been made by Mrs. Emma Guffey Miller, national Democratic committee-woman from Pennsylvania, sister of Senator Joseph F. Guffey, and the wife of Carroll Miller, chairman of the Interstate Commerce Commission. The Philadelphia *Ledger*, commenting editorially at this point, stated that,

"It is pretty well established that Mrs. Miller is not only political, but powerful. She knows all the devious labyrinths of practical politics as the game is played, whether it be in a division, a ward, a state, or a nation. Just now she is intensely interested in the Pennsylvania Department of Public Assistance. That interest is being shown in a desire to have Karl de Schweinitz removed as secretary. Governor Earle has stood up against all assaults upon Mr. de Schweinitz both as director of the SERB and in his present position as Secretary of Assistance.

"Mr. de Schweinitz has insisted that there be no politics in the administration of relief. That has made him the victim of many assaults, and now the most powerful attack so far made upon him is being led by Mrs. Miller, Allegheny County politician."

The meeting of November 16 lasted throughout the entire day. Newspaper reporters were barred from the outer offices lest they overhear the angry voices of Mr. de Schweinitz' political accusers as they read the "riot act."

Complicating the situation still further was Governor Earle's sailing for Sweden within 48 hours after this second session. On the eve of his departure he announced the appointment of a committee of three charged with the responsibility

to analyze "every bit of the public assistance department and go into every phase of it." The committee appointed by the Governor was composed of three subordinates selected from departments of the state government where patronage reigns. The three men are accountants and none of them has been either directly or indirectly associated in any way with the administration of public assistance.

Almost immediately they announced their plans for the conduct of the investigation. Eight open hearings were to be held across the state to which persons would be invited to bring their complaints regarding the administration. Questionnaires were devised and sent to every employee of the Department of Public Assistance asking for a good deal of personal information and inviting comment on how the work of the Department could be improved. In addition, public accounting firms were engaged to study the operation of the state office at Harrisburg and of certain county units. The exact nature of the assignment given to these firms is not available at this time, although this information has been requested. A series of special investigating groups have been set up, some of them under the leadership of former employees of the Department discharged for cause. The personnel of these special investigating units has in many instances been drawn from other departments of the state government such as the Liquor Control Board and the Department of Revenue, practically all of them from departments where civil service does not operate. Evidence is also available that in some instances Democratic committeemen have been employed by the investigating committee and have even been assigned to work in the districts where they are politically active.

At this point, approximately four weeks after the Governor appointed the special investigating committee of three, they are preparing their report for the Governor, who announced before his departure for Sweden that he had asked for the report to be in his hands by December 15 and that he would take some action regarding Mr. de Schweinitz not later than December 17. We are, of course, almost completely in the dark as to what the committee has been able to produce. We do know that the personnel used to make the investigation, aside from the public accounting firms, has not been competent. We know further that no adequate instruction was given to the group before it was turned loose in the state office and in the various local units. We know that no real method of sampling the work of any of these units was projected. Investigators were very largely turned loose to try to find "the worst." The eight hearings held across the state, we have reason to believe, did not produce anything like an impartial picture of the administration. In each of the eight communities there were at least three groups appearing before the investigation committee: first, there was a group representing the relief client, and their testimony very largely pointed out the inadequacy of relief; second, there was a group, political in nature, stimulated to appear by Democratic leaders through the influence of Mrs. Miller; third, there were representatives of citizens' groups who very largely gave testimony pointing up the competence of the administration and the general high regard in which it was held in each community.

It seems to many of us who have been in the midst of this Pennsylvania fight during the past month that the real issue involved is that of competence versus patronage. I am sure that many of us must feel grateful to Mrs. Miller, because her attack on the administration of public assistance has led to a clarification of the issues and the rallying of real support all over the state to the importance of divorcing these services from politics and setting them up on the basis of qualifications.

On November 15, the Philadelphia Chapter of the AASW released a statement designed to clarify the issues. They stated, "The present patronage raid is only one of a long series of attacks by local political leaders upon the nonpartisan administration of relief in Pennsylvania. The present state administration to its everlasting credit has so far fought off patronage grabbers and has protected the beneficiaries of relief against the possibility of brutal political coercion or discrimination." The statement by the Philadelphia Chapter of the AASW was the opening gun in an attack which was followed almost immediately by public statements from various state-wide groups. A statement was issued by the Pittsburgh Chapter about the same time that the Philadelphia Chapter made its statement.

Editorial comment followed thick and fast, and during the past several weeks there has scarcely been an issue of any paper in the state that has not carried news items or editorials. The editorial comment has been almost uniformly one of support for the principle of competence.

The Pennsylvania Citizens' Committees that had worked for the passage of the public assistance legislation were revived to function in trying to prevent what was obviously a patronage grab. But most significant of all the support that was secured is perhaps that of the CIO. On November 22 a committee representing the Pennsylvania Citizens' Committee on Public Assistance had a two-hour session with the Social Security Board in an attempt to get them to conduct their own impartial investigation of the Pennsylvania public

assistance set-up. The committee consisted of Mrs. David C. Prince, president of the Pennsylvania League of Women Voters; Eric H. Biddle, former Pennsylvania relief administrator and now director of the Philadelphia Community Fund; and Mr. Lee Pressman, general counsel for the Committee for Industrial Organization. Mr. Pressman was present as a member of the committee at the request of Mr. Philip Murray, a member of the staff of John L. Lewis, CIO chieftain. His presence was commented upon in news stories appearing across the state. The Philadelphia *Bulletin* of November 23 stated:

"One close to the CIO high command said, the CIO felt that the matter of state relief was of too great importance to be subjected to the whims of political bosses, that merit appointments on the basis of sound qualifications were needed if Pennsylvania's relief system, considered a nation-wide model when it was drafted, was to work with any degree of the efficiency desired." The Pittsburgh *Post-Gazette, commenting on the CIO's participation stated, "Now labor leaders to an increasing extent are getting behind the assistance secretary and taking up the slogan 'Keep politics out of relief.' A number of spokesmen for labor groups appeared at the hearing in Philadelphia held by the Governor's committee that are investigating the relief administration and let it be known afterwards that they had spoken out against political raids on the assistance program."*

Mrs. Miller had in the meantime become somewhat alarmed that her campaign for patronage was not finding much support in Pennsylvania. She, therefore, followed her original attack with other public statements, in each instance containing many inaccuracies. She attacked, for example, the Pennsylvania School of Social Work, charging that key positions in the Pennsylvania relief system are held by "graduates of the de Schweinitz college for social workers." She stated, "For $350 and six months' study at the de Schweinitz school, one can get a diploma and very often a job on the Department of Assistance payroll. For $700 and about 12 months' study at the de Schweinitz school, one can get one of three kinds of diplomas—master of science in public administration, master of science in applied social science, or master of science in social case work, and in addition very frequently, a high-salaried job on the Department of Assistance payroll."

Mrs. Miller's misstatement was followed almost immediately by a statement released by the Pennsylvania School of Social Work in which it was pointed out that the college to which she referred was the Pennsylvania School of Social Work, an extension department of the University of Pennsylvania. Commenting on this phase of Mrs. Miller's attack, the Pittsburgh *Sun-Telegraph,* in an editorial appearing on December 1st, stated:

"The political spoilsmen's latest charge against Karl de Schweinitz, Secretary of Public Assistance, is a 'honey.' They say he showed 'favoritism' in filling social service posts in his department because he chose trained social workers for the jobs. The spoilsmen think he should have given the places to their party henchmen and heelers. The specific accusation is that Mr. de Schweinitz gave preference in the selection of relief workers to graduates of the University of Pennsylvania School of Social Work, with which he was formerly connected. Where in the name of common sense should he have gone for trained workers if not to the graduates of a high-grade school of social service? The more Secretary de Schweinitz' enemies try to smear him the more they call attention to his devotion to efficiency. It must be bewildering to a man of his training and background to be harassed in this fashion by leaders in Governor George H. Earle's party for complying with the Governor's instructions to 'keep politics out of relief.'"

At this point, it is hard to forecast just what the outcome in this Pennsylvania situation will be. We do know, however, that the issues are clearly stated and that the public is aroused as never before and determined that politics shall not be injected into the administration of public assistance. Social workers by their aggressive action have played an important part in both the clarification of the issue and the marshalling of real support to the principle for which they stand.

Relief is not a desirable subsitute for an economic income. The fact that a substantial part of our population is forced to live on public assistance and is denied the opportunity of self-respecting labor is a tragic reality. When there is no job and when resources are gone, relief is a right to be availed of without hesitation or bad conscience. It is not the act of taking relief which discredits society and the individual, but the fact that an income is not available. Enforced idleness is the curse for which relief is unfortunately the only temporary and partial remedy available. No one defends existence on relief as a way of life. It is tolerated and must be perpetuated until self-support becomes a possibility. Let the condemnation of society be directed against the causes of human misery and not against the measures which have to be adopted to mitigate suffering.

WALTER WEST

Social Work Fellowships and Scholarships

THIS list is compiled annually by the AASW as a method of bringing scholarship opportunities to the attention of those who might be interested and qualified to apply for them. Information in regard to scholarship offerings in the member schools of the Association of Schools will be found in the list, together with some which are offered elsewhere.

The schools report that the number of applicants is always greatly in excess of the available scholarships and that an exceptionally good academic record as an undergraduate, plus evidence of the applicant's qualifications for the field of social work is essential in securing a scholarship. An undergraduate major in one of the social sciences is required in some instances and when experience is required for certain scholarships, this must have been of superior quality. There are ordinarily no geographical limitations in applying for scholarships and the schools report wide distribution in applications received and scholarships awarded.

I. American Association of Schools of Social Work

1—Atlanta School of Social Work, Atlanta, Ga.

Scholarships and Fellowships 1938-39

Several tuition scholarships available to qualified students offered by the School.

One tuition scholarship offered by Alumni Association of School. (This is really a loan fund which the recipient repays after graduation.)

2—Bryn Mawr College, Bryn Mawr, Pa. Carola Woerishoffer Graduate Department of Social Economy and Social Research.

Resident Research Assistantship 1938-39

A Susan M. Kingsbury Research Assistantship in Social Economy and Social Research, comprising a stipend of $800 and a remission of tuition, is awarded annually on the recommendation of the Director of the Carola Woerishoffer Graduate Department of Social Economy and Social Research. It is open to graduates of any college of good standing, preferably students of advanced standing and candidates for the degree of Doctor of Philosophy, who, from either training or experience, have knowledge of methods and techniques in social investigation.

Fellowships 1938-39

Two Carola Woerishoffer Memorial Fellowships of the value of $860 each are awarded annually on the ground of excellence in scholarship to candidates who have completed at least one year of graduate work at some college of good standing after obtaining their first degree.

Scholarships 1938-39

Two Carola Woerishoffer Memorial Scholarships of the value of $400 each are offered annually and are open for competition to graduates of Bryn Mawr College or of any other college of good standing.

The Susan M. Kingsbury Research Scholarship of the value of $300 is open to graduates of Bryn Mawr College or of any other college of good standing.

Application

Application for scholarships and fellowships should be made by *March 1, 1938*, to the Dean of the Graduate School, Bryn Mawr College. Application forms sent on request.

3—Buffalo, University of, Buffalo, New York. School of Social Work.

Scholarships and Assistantships 1938-39

Working Assistantship in social work open to college graduates on a competitive basis. Provides $250.00 in tuition and $250.00 in cash.

Compensation arranged in special cases by cooperating agencies for students doing field work.

In addition, the income from a $1,000.00 fund is available to pre-social work students taking their B.A. in the Department of Sociology.

4—California, University of, Berkeley, Calif.

Scholarships 1938-39

James Denman Scholarship is open to women students, graduate or undergraduate, of the University of California preparing to enter upon some municipal or quasi-public employment having in view the systematic regulation, care, and fostering of the recreation of young people in large cities.

5—Carnegie Institute of Technology, Pittsburgh, Pa. Margaret Morrison Carnegie College.

Scholarships 1938-39

No scholarships are offered in the Graduate Department of Social Work.

General scholarships offered in the undergraduate curriculum are listed on pages 26 to 28 of Margaret Morrison Carnegie College *Bulletin* and are open to any qualifying student pursuing the pre-professional course.

6—Catholic University of America, Washington, D. C. School of Social Work.

Scholarships 1938-39

Two of the twenty-five full scholarships established by the Knights of Columbus at the Catholic University of America are available to students in the School of Social Work. One of these scholarships will be available in the spring of 1938.

The following scholarships are available to students who meet the qualifications for admission to the School of Social Work, and who are selected with the cooperation of the local agency. One of the two full scholarships offered by the Society of St. Vincent de Paul in St. Louis will be available in the spring of 1938. One scholarship each, offered by the Society of St. Vincent de Paul in Baltimore, and New York City, will be available in the spring of 1938.

Two scholarships, which include tuition and partial living expenses for Catholic laymen from Cincinnati, made available by Rt. Rev. Msgr. R. M. Wagner, Director of Catholic Charities of Cincinnati, will be open in the spring of 1938.

Several of the scholarships offering maintenance in institutions in the District of Columbia for a prescribed number of hours of work will be available beginning the fall term 1938-39.

In addition to the above, a number of scholarships established by Catholic dioceses are available for priest students in the School of Social Work.

The School of Social Work has the privilege of referring qualified students to a national foundation which provides non-interest-bearing loans to graduate students within one year of the degree.

Applications for scholarships must be submitted to the Dean on or before *April 1, 1938.*

7—Chicago, University of, School of Social Service Administration.

FELLOWSHIPS 1938-39

Two university fellowships carry stipends of $600 and $750 from which tuition fees must be paid. They are available for students who have completed at least two years of graduate work in social service and have had experience in social work.

A special fellowship fund founded by the alumni of the Chicago School of Civics and Philanthropy yields approximately $700 biennially and is usually awarded to a candidate who has already had experience in social work, and who has completed part of the School's program.

The Leila Houghteling Fellowships and Scholarships range from tuition fees to the sum of $600 a year, depending upon the student's assignment. They are available only to those candidates who have completed a substantial amount of professional work (including field work) in the School of Social Service Administration.

The Commonwealth Fund Fellowships. The Commonwealth Fund has granted a fund to the School to be used for special fellowships in psychiatric social work. These fellowships will be granted only to students who have completed a year of graduate study in a school of social work and have had some social work experience.

SCHOLARSHIPS 1938-39

A few graduate service scholarships and half scholarships are available, carrying stipends which cover only tuition or half tuition and carry a service obligation of ten (or five) hours a week.

The La Verne Noyes Foundation provides tuition scholarships for deserving students who have served in the Army or Navy, or who are descendants of any one who served in the Great War.

The Helen M. Crittenden Loan Fund, the Leila Houghteling Loan Fund, the Sidney Teller Loan Fund and the Alumni Loan Fund are available for small loans to students who have already completed one or more quarters of work.

All fellowships and scholarships are available only to graduate students with good scholarship records in the colleges or universities attended and when experience is required, this must be experience of superior quality indicating promise of further development and a future contribution to the field.

8—Cincinnati, University of, Cincinnati, Ohio. Division of Training for Public Welfare Administration.

SCHOLARSHIPS 1938-39

A few tuition scholarships are available. These are awarded to applicants for admission to the Division whose college record is excellent and who would be unable to enter upon the training without such help.

Cooperating social agencies offer a limited number of opportunities on their staffs for half-time service under supervision with pay, for promising students selected by the Division, thus providing extended practice as part of the training. Students are chosen for these assignments on the basis of scholarship as attested by their college records, preparation in the social sciences, and personal fitness for a social welfare career as determined by references and interview.

9—Denver, University of, Denver, Colorado. Department of Social Work.

SCHOLARSHIPS AND ASSISTANTSHIPS 1938-39

The loan scholarship of the Denver Chapter of the American Association of Social Workers is open to an advanced graduate student. There are also several student assistantships paying half tuition for students who serve as clerical assistants in the department. Some assistance is available through the National Youth Administration to individuals under twenty-five years of age.

All loan scholarships and assistantships are granted on a basis of scholarship and need. Preference is given to students who have had one quarter of work in the department.

10—Fordham University, New York. School of Social Service.

SCHOLARSHIPS 1938-39

The *Margaret Cummings Haney Scholarship* and the *Adelaide McNamara Scholarship* provide part tuition for students who have completed at least one semester of work in the School. The *Elizabeth Cady Memorial Loan Fund* is available for small loans to students who may need supplementary aid. No fellowships are offered by the School. Awards for scholarships and student aid are based on the applicant's school record and financial circumstances. Applications close on *May 1, 1938.* Scholarships begin the semester following their award and appointments are for one year only. Communications should be addressed to The Dean, Room 805, Woolworth Building, New York, N. Y.

11—Graduate School for Jewish Social Work, 71 West 47th Street, New York.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

The Graduate School awards each year between ten and twenty scholarships and fellowships ranging in size from $150 to $500. These awards are made to people who have the requisite qualifications of: adequate personality; suitable educational background (social sciences); interest in Jewish life and its problems; satisfactory life and work experience; and scholastic record in undergraduate work.

Applications are received from seniors and graduates from the colleges and universities throughout the country, as well as qualified social workers who have not had professional training. Approximately three hundred applications are examined for these awards each year. *April 29, 1938,* is the last day for filing applications for the awards.

The $500 and $350 fellowships will be awarded on the basis of a competitive examination held in various parts of the country in the spring of 1938. Fellowships of $250 and tuition scholarships of $150 do not require an examination. However, the Committee on Admissions and Awards reserves the right to consider for these awards the candidates who took the examination but did not rank high enough for the larger awards.

Fellowships and scholarships of similar size are also available for second year students. These are awarded on the basis of the student's record while in the School. All awards are made in *June* and *July.*

In addition to the above, several community fellowships are available each year for students who will pledge themselves to work in those communities for a limited period of time after graduation. For specific information regarding these fellowships, see the catalogue of the School, which will be sent upon request.

The School has a Students' Aid and a Students' Loan Fund for the purpose of helping students who may need financial assistance to take the course in the School.

12—Indiana University, Indianapolis, Ind. Training Course for Social Work.

SCHOLARSHIPS 1938-39

Amos W. Butler Memorial Scholarships available to advanced students in public welfare administration.

Katharine Holliday Daniels Memorial Loan Fund, loans without interest to advanced students preparing for group work or allied fields.

Institutional Maintenance Scholarships for advanced students in selected state institutions.

13—Louisville, University of, Louisville, Ky. Graduate Division of Social Administration.

SCHOLARSHIPS 1938-39

Two scholarships available on a basis of joint placement in one of the local agencies.

Two tuition scholarships offered by the local chapter of the AASW.

14—Loyola University, Chicago, Ill. School of Social Work.

SCHOLARSHIPS 1938-39

Five scholarships established in the School of Social Work by the Alumnae Association of Loyola University are available to graduate students. Three scholarships provide $250 and two provide $125.

15—(a) Michigan, University of, Ann Arbor. Curriculum in Social Work.

FELLOWSHIPS 1938-39

Graduate students in social work are eligible to apply for regular university fellowships of $500 each which are awarded on competitive basis to students in different fields. Applications for these fellowships should be received not later than *May 1, 1938.*

15—(b) Michigan, University of, Institute of Public & Social Administration, Detroit, Michigan. Curriculum in Social Work.

FELLOWSHIPS AND SCHOLARSHIPS 1938-1939

Graduate students in social work eligible to apply for university fellowships and scholarships open to graduate students generally in the University.

A number of field scholarships provided by cooperating agencies and paying $60 to $80 a month for students who would not otherwise be able to carry field work.

16—Minnesota, University of, Minneapolis. Graduate Course in Social Work.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

Several fellowships in medical social work and one in social work, special line not stated, are available for graduate students who have been enrolled in the Graduate Course in Social Work for at least one quarter. These fellowships amount to $150 a quarter. They are awarded to promising students who would be unable to continue their professional education unless financial assistance could be procured. No other special scholarships are available for students in social work. Thirteen general academic scholarships ranging from $50 to $300 are open to undergraduate, pre-social work students if qualified.

Applications for such fellowships must be made not later than *March 1, 1938.*

17—National Catholic School of Social Service, 2400 Nineteenth Street, N. W., Washington, D. C.

FULL FELLOWSHIPS 1938-39

Eight fellowships will be awarded. Students are nominated by the following patrons who have created the endowments and are approved by the School on the basis of competitive examinations.

The Queen Isabella Foundation carrying full tuition and maintenance, open to members of the organization. (Two fellowships are available.)

Fellowships carrying part tuition and maintenance, open to residents of the diocese mentioned, are as follows:

1. The Hines Fellowship, donated by Mrs. Loretto Hines of Chicago, Illinois.
2. The Hartford Fellowship, donated by the Diocesan Council of Catholic Women, Hartford, Conn.
3. The Mary Gess Schrembs Fellowship, donated by the Diocesan Council of Catholic Women, Cleveland, Ohio.
4. The Christine Parrott Donohue Fellowship, donated by Mr. Joseph Donohue of San Francisco, Calif.
5. The Anna Clarke Hanna Fellowship, donated by the Diocesan Council of Catholic Women, San Francisco, California.
6. The Teresa Molamphy Fellowship, donated by the Pittsburgh Diocesan Council of Catholic Women.

ANNUAL FELLOWSHIPS 1938-39

Four annual fellowships will be available to residents of St. Louis, Cincinnati, Milwaukee, members of the Young Ladies Institute on the Pacific Coast, carrying full tuition and maintenance.

SCHOLARSHIPS 1938-39

A tuition scholarship will be available to a student designated by the Catholic Charities of the Archdiocese of New York.

A tuition scholarship will be available for a resident of the District of Columbia, donated by the local court of the Catholic Daughters of America.

All candidates must be holders of the Bachelor's degree from a college of recognized standing. Apart from exceptional reasons, all candidates must be not less than twenty-one nor more than thirty-five years of age.

Application for scholarships must be submitted on or before *April 15, 1938.* Communications should be addressed to the Director, National Catholic School of Social Service, 2400 Nineteenth Street N. W., Washington, D. C.

18—The New York School of Social Work, 122 East 22nd Street, New York.

FELLOWSHIPS 1938-39

Foreign Fellowships

Elizabeth Lowe Gamble:

A fellowship covering tuition and maintenance will be awarded to a foreign student, preferably one from the Orient.

Willard Straight:

A fellowship covering tuition and maintenance will be awarded to a foreign student planning to return to his own country and engage in social work. (If the general financial situation should cancel this fellowship, due notice will be given.)

These fellowships become available as of *October 1, 1938,* and cover approximately half the diploma course. Tuition for the fellowship period must be paid to the School from each of these fellowship grants. The grants do not cover traveling expenses. Applicants should have sufficient knowledge of English to carry the full School program, including lectures, discussion and field work. Application must be made on blanks secured from the School and filed *not later than February 1, 1938.*

Commonwealth Fund Fellowships

A number of Commonwealth Fund fellowships, varying in amount, will be offered to candidates who wish to prepare for psychiatric social work and who have had at least two quarters of graduate training, prefer-

ably with some psychiatric theory, in a professional school of social work. Application must be made on blanks secured from the School and filed *not later than March 1, 1938.*

Special Fellowship Announcement

The New York School of Social Work, in cooperation with a number of New York City institutions, is offering for 1938-39 five work-study fellowships open to men and women living outside of New York City, who are interested in preparing for *group work or public welfare* and *who can remain at the School for at least nine months.*

The fellowships offer tuition from the School and an opportunity to earn maintenance in an institution in return for 15 to 20 hours of work weekly. Students must cover their own incidental expenses for which not less than $20 a month should be allowed.

With possible exceptions, appointments will begin with the Fall Quarter of 1938-39 and continue for three or, in some cases four quarters.

Application blanks may be secured from the School and must be returned *not later than March 1, 1938.*

19—North Carolina, University of, Chapel Hill, N. C. School of Public Administration, Division of Public Welfare and Social Work.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

No special scholarships or fellowships offered in the Division of Public Welfare and Social Work. The limited number of scholarships and fellowships offered by the University to graduate students in general are open to social work students as to other graduate students. Application for the following college year must be filed before *March 1, 1938.*

20—Northwestern University, The University College, Chicago, Ill. Division of Social Work.

ASSISTANTSHIPS AND FELLOWSHIPS 1938-39

Five Assistantships in the Division of Social Work, carrying full graduate tuition, are available.

Eighteen university Fellowships of about $400 and tuition, and a limited number of tutorial fellowships covering tuition and board, are available to graduate students, some of which may be assigned to students in the Division of Social Work.

Applications should be received not later than *March 1, 1938.*

21—Ohio State University, Columbus, Ohio. School of Social Administration.

FELLOWSHIPS 1938-39

One graduate fellowship of $300 in field of public health offered by Ohio Public Health Association.

One graduate fellowship of $250 open to student specializing in community organization.

One graduate fellowship of $100 open to student specializing in community organization.

A limited amount of funds for loan without interest are available.

Under certain conditions non-resident fees of $150 a year are waived for graduate students.

22—Pennsylvania School of Social Work, Affiliated with the University of Pennsylvania, 311 So. Juniper Street, Philadelphia, Pa.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

The Pennsylvania School of Social Work announces that a number of first-year tuition scholarships for $250 will be available for students entering in the coming school year. A number of second-year fellowships and several fellowships for work in the Advanced Curriculum will also be awarded in cooperation with social agencies of Philadelphia, offering special educational opportunities in specialized fields.

Both scholarships and fellowships are available only for applicants who have completed a full four-year course in an accredited college or university, and fellowships will be awarded only to persons who have successfully completed at least one year of graduate, professional education, including the substantial equivalent of the first year of the Graduate Course at the Pennsylvania School.

Applications for scholarships and fellowships should be received not later than *May 15, 1938.*

Loan funds, administered by the Alumni Association of the School and by the Rachel Pflaum Memorial Committee, are available to a limited number of students.

23—Pittsburgh, University of, Pittsburgh, Pa. Division of Social Work.

FELLOWSHIPS 1938-39

A number of agency fellowships covering tuition and approximately the cost of maintenance have been made available by social agencies of Allegheny County.

Applications for fellowships should be made not later than *April 1, 1938.*

24—St. Louis University, St. Louis, Mo. School of Social Service.

FELLOWSHIPS 1938-39

Four fellowships in medical social work open to college graduates with a major in sociology or social science. The fellowships cover the cost of tuition and maintenance.

Applications must be filed before *March 1, 1938.*

25—Simmons College School of Social Work, 18 Somerset Street, Boston, Massachusetts.

SCHOLARSHIPS AND LOANS 1938-39

Several full tuition scholarships are available for graduate students. Application should be made by *March 15, 1938.*

A limited number of residence scholarships are available for qualified students.

Tuition loans are available.

26—Smith College School for Social Work, Northampton, Mass.

SCHOLARSHIPS 1938-39

Several $450 scholarships may be awarded to students qualifying for the second and fourth sessions. Fourteen hospital interneships paying all maintenance expenses during the second and fourth sessions are available. Eight $100 tuition scholarships are also available. Applicants for scholarships and interneships should be college graduates, but need not have had practical experience in social work. All applications should be made to the Director by letter before *April 15, 1938.*

27—Southern California, University of, 3551 University Avenue, Los Angeles. School of Social Work.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

The School offers four graduate scholarships and one graduate fellowship.

28—Tulane University, New Orleans, La. School of Social Work.

SCHOLARSHIPS 1938-39

A limited number of free tuition scholarships available to qualified graduate students. Applications close *May, 1938.*

29—Washington University, St. Louis, Mo. George Warren Brown Department of Social Work.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

The following scholarships are open to students in either the first or second year of their work:

Four Family Welfare Association scholarships of	$375.00 each
One City Advisory Committee scholarship of	350.00
Two Social Work Department scholarships of	300.00 each
Three Social Work Department scholarships of	200.00 each

The Family Welfare scholarships carry with them the obligation to accept employment with the Provident Association of St. Louis for one year after the university work is completed, if offered.

Applications for scholarships should be filed not later than *March 1, 1938*, and awards are made by the first of April for the following academic year.

30—Washington, University of, Seattle, Wash. Graduate School of Social Work.

SCHOLARSHIPS 1938-39

The E. C. Neufelder scholarship, established by the will of Lily C. Neufelder, is open to any graduate student who has already completed at least one quarter of graduate work in residence or who has finished his undergraduate work at the University of Washington. Award is made on the basis of excellent scholarship and financial need.

A graduate scholarship is open to a student who assists in the School. Remuneration is tuition exemption and $15 a month. Available after first or second quarter of work.

LOAN FUND

The Mildred E. Buck Loan Fund is available for small loans to students.

Applications for the E. C. Neufelder scholarship should be made to the Graduate School, 101 Parrington Hall, not later than *February 28, 1938;* the awards for the following year are announced about May. Application for the Mildred E. Buck Loan Fund should be made to the Graduate School of Social Work. Loans are determined by scholarship, financial need, and prospective placement in a position.

31—Western Reserve University, Cleveland, Ohio. School of Applied Social Sciences.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

Remuneration is provided for a limited number of students in connection with supervised field work given by a number of cooperating agencies in Cleveland. Loans in very limited amounts are occasionally available.

Certain fellowships are available to students in medical social work who are unable to finance professional education without assistance. First-year students who do not reside in Cleveland are eligible for maintenance fellowships. Second-year students are eligible for social service fellowships which consist of a monthly stipend.

Certain fellowships are available to students who qualify for specialization in psychiatric social work.

Eligibility for any of the forms of student assistance is based on certain admission requirements, which include a B.A. degree and a specific amount of preprofessional preparation in the social and biological sciences.

Applications should be made not later than *May 15, 1938*. Application fee $5; applied on tuition if accepted; otherwise, not refunded.

32—William and Mary, College of, School of Social Work and Public Health, Richmond, Va.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

Fellowships and scholarships varying from $100 to $250 are offered each year to college graduates for special work in such fields as family welfare, child welfare, psychiatric social work, recreation, and other branches of social work. One-half of each larger fellowship is a loan, repayable after graduation.

The number of scholarships offered each year varies with the qualifications and needs of the applicants.

II. OTHER UNIVERSITIES

1—Kentucky, University of, Lexington, Ky. Curriculum in Social Work.

FELLOWSHIPS AND SCHOLARSHIPS 1938-39

No special scholarships or fellowships offered in the field of social work. The limited number of scholarships and fellowships offered by the University to graduate students in general are open to social work students as to other graduate students.

2—Nebraska, University of, Lincoln, Neb. Graduate School of Social Work.

Scholarships: Five to eight scholarships in the Child Welfare Training unit, open only to Nebraska county and state Child Welfare and Assistance personnel, complete stipend, $65 to $90 per month.

Assistantships: One assistantship carrying a stipend of $100 a semester. Eight assistantships carrying stipends of approximately $50 per month, part-time work required.

Scholarships: One Regent's scholarship for each Nebraska college or university, carrying complete tuition for one year, open to graduates of Nebraska colleges.

Interneships: Eight interneships for students who have completed at least a minimum of one year in the Graduate School of Social Work at the University of Nebraska.

Loans: To graduates, from University loan funds may be arranged.

3—Notre Dame, University of, Notre Dame, Ind. Curriculum in Social Work.

SCHOLARSHIPS 1938-39

Group Work: Ten Knights of Columbus graduate tuition scholarships.

Case Work: Five graduate tuition grants involving minor service requirements of an academic nature.

Scholarships are open only to men and the Knights of Columbus scholarships are limited to Catholics. Application should be sent to the University Registrar before *May 1, 1938*.

4—Oklahoma, University of, Norman, Okla., School of Social Work.

RESEARCH FELLOWSHIPS 1938-39

The University of Oklahoma offers ten or more graduate research fellowships and scholarships. Appointments are assigned from year to year to various departments according to the merits of the applicants and the nature of the research problems submitted. Research fellowships carry stipends ranging from $300 to $400. Research scholarships carry stipends ranging from $150 to $200 and are usually awarded to students who are entering upon graduate study.

Applications for research fellowships and scholarships must be filed with the Dean of the Graduate School on or before *March 15, 1938*.

Here and There

SIGNIFICANT is the statement below from the recent report of the National Resources Committee "Our Cities and Their Role in the National Economy":

". . . Experimentation during the last four years in meeting the greatly expanded need for relief and social-welfare services in cities leads the Committee to recommend that:

(1) In States having antiquated "poor laws" modern social-welfare legislation should be passed, taking into account the special needs of the cities.

(2) Permanent county and State departments should be established. These should be responsible for administering all public welfare functions including the public assistance provisions of the Federal Social Security Act.

(3) Personnel for urban as well as all other public-welfare administration should be selected through the merit system, as is already the case in some communities. The social-welfare service should be protected from partisan politics and from the curbstone opinion that no experience or training is required for this kind of work.

(4) The Federal and State financing of the social-welfare services should take into full account the varying ability of different regions and communities to bear the cost of local needs.

The Committee approves the policy of continuing the participation of the Federal Government in the financing of a broad public assistance program with recognition of the needs of those groups not at present included in the social-security program, and recommends a prompt inquiry into the methods for carrying out this policy. There should be a maximum decentralization of administration consistent with reasonable standards of personnel and services, preservation of the local interest and requirement for local participation.

CONFERENCE PLANNED

Katharine F. Lenroot, Chief of the Children's Bureau, U. S. Department of Labor, has announced that at the request of various professional groups and national organizations interested in maternal and infant health and welfare, the Children's Bureau is calling a conference on Better Care for Mothers and Babies to be held in Washington, January 17 and 18, 1938.

UNITED STATES CIVIL SERVICE EXAMINATIONS

PRINCIPAL CONSULTANT IN CHILD WELFARE SERVICES, $5,600 A YEAR

PRINCIPAL CONSULTANT IN MEDICAL SOCIAL WORK FOR CHILDREN, $5,600 A YEAR
(Unassembled)

CHILDREN'S BUREAU, DEPARTMENT OF LABOR

Applications Must be on File with the United States Civil Service Commission at Washington, D. C., Not Later Than the Following Dates—

(a) January 10, 1938, if received from States other than those named in (b), below.

(b) January 13, 1938, if received from the following states: Arizona, California, Colorado, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming.

The United States Civil Service Commission announces open competitive examinations for the positions named above. Vacancies in these positions in Washington, D. C., and in the field, and in positions requiring similar qualifications, will be filled from these examinations, unless it is found in the interest of the service to fill any vacancy by reinstatement, transfer, or promotion. The salaries named above are subject to a deduction of 3½ percent toward a retirement annuity.

DUTIES.—*Principal Consultant in Child Welfare Services.*—To be responsible for the development of methods and procedures relating to Federal and State cooperation in organizing and carrying out community services for the care and protection of homeless, dependent, and neglected children, and children in danger of becoming delinquent, in areas predominantly rural and other areas of special need.

Principal Consultant in Medical Social Work for Children.—To be responsible for the development of methods and procedures relating to Federal and State cooperation in organizing and carrying out State and local programs of social service relating to maternal and child health and the medical care of crippled children, especially with reference to the extension and improvement of these services in rural areas and other areas suffering from severe economic distress.

The duties for these positions will also include the following: To plan, organize, conduct, and supervise original investigations; to evaluate the findings; to be responsible for the results obtained; and to prepare technical reports based thereon.

BASIS OF RATINGS.—Competitors will not be required to report for examination at any place, but will be rated on the extent and quality of their education and experience which are relevant to the duties of the position applied for, on a scale of 100, such ratings being based upon competitors' sworn statements in their applications and upon corroborative evidence.

APPLICATION FORMS. — The necessary forms may be obtained from the *Secretary, Board of United States Civil Service Examiners, at any first-class post office,* from the United States Civil Service Commission, Washington, D. C., or from the *United States Civil Service district office.*

The Exact Title of the Examination Desired, As Given at the Head of This Announcement, Should be Stated in the Application Form

Delegate Conference Seattle, Wash., June 24, 25, 1938

The Function of a Chapter Executive Secretary

A Statement Drawn Up By The New York City Chapter Which Outlines Functions, Responsibilities and Limitations.

THE FUNCTION of the Executive Secretary is to bring to bear on chapter program and activities the professional knowledge and experience that have developed in the chapter and association. In contrast to chapter officials and committee members the Executive Secretary will necessarily have a broader and more constant experience with chapter problems and from this experience should gain a fund of information and capacity for identifying issues, which should be used as a source of guidance in the activities of the chapter.

At this point in the chapter's development the problem of direction of program still has to be worked out. The Executive Secretary would be helpful in preparing material to be used as a basis for decisions about program and to define issues that should be considered in committee assignments. With a knowledge of the ability and interests of the individual members the Executive Secretary would be helpful in the selection of committee personnel.

It is important that the Executive Committee and other persons responsible for the activities of the chapter should assist the Executive Secretary in determining which activities should be of particular concern to the secretary, so that the latter may develop knowledge in the most important areas and not be held responsible for the sum total of the chapter's manifold activities. This means that the Executive Secretary should have an important part in planning and influencing the direction of chapter committees, but would not be regarded as a resource in relieving the members of work only members can do or taking on duties for which individual members must still be responsible (i.e., arranging committee meetings, taking minutes of committee discussion, etc.).

Under heavy clerical routine of the chapter consideration must be given to the need of the Executive Secretary for adequate stenographic and clerical services and for necessity of recognizing limitation of secretary's contribution that will arise from restrictions in this service.

The Executive Secretary should have responsibility for the selection and evaluation of any further chapter staff.

Consideration must be given to the necessity for sending the Executive Secretary to meetings of the National Conference, A.A.S.W. conference, State Conference, etc., not only to represent the chapter but to keep track of all social work problems and thinking from the particular angle of the association's interest. The Executive Secretary would be responsible for material and correspondence from the national office.

As the effective activity of the chapter rests largely on the participation of its individual members, the Executive Secretary should foster participation and utilize the services of individual members to represent the chapter on occasions which do not require the experience and knowledge of an Executive Secretary.

In general the Executive Secretary should assume leadership in the development of the chapter's activities and should have a relationship with the Executive Committee similar to that of the Executive Secretary of a social agency to its Board of Directors.

This information, although necessarily tentative, should be regarded as a definition of a job for which chapter and Executive Secretary must take the kind of responsibility which any agency and its Executive Secretary must assume. This position is not looked upon as static either from the point of view of activities or salary or both, and should be reviewed annually.

Several chapters are experimenting with executive secretaries as one method of increasing chapter effectiveness. This definition and outline of the functions of such a staff member, which were drawn up by a committee of the New York City Chapter, may be of interest to other chapters seeking to define the job of an executive secretary. In addition to New York City, the following chapters now have executive secretaries: Cleveland, Los Angeles, New Jersey, St. Louis, the Twin City (Minneapolis and St. Paul).

Division on Government and Social Work

Meeting in Washington, December 12, Develops Plans for Action in Respect to Current Crisis.

RELIEF applications are mounting in New York, Alabama, North Carolina, Ohio, Illinois, Pennsylvania, New Jersey, and Maryland. State and local funds are shrinking at an alarming rate in many sections, while other areas are already heavily in debt. Thousands of workers are being laid off in Southern mills, Mid-West industries, Eastern factories and Far-West lumber camps. Steel, radio and textile mills, railroads and retail stores and other types of enterprise are affected. Relief rolls are growing at an alarming rate. The outlook for the winter is depressing.

This was the sum and substance of first-hand reports of local area conditions made by members of the Division on Government and Social Work as they sat around a table in the Wardman Park Hotel, in Washington, Sunday evening, December 12th, to examine the facts and plan division action in respect to the general relief situation.

Dorothy Kahn, division chairman, entertained a motion that the division begin immediately to make a comprehensive survey of the situation to the end that a factual report might be prepared for use by the division in securing proper attention and action for this crisis. The motion was carried.

Other actions by the division included a proposal that the *Statement of the Position of the AASW in Respect to Federal Employment and Relief Programs* be redrafted in the light of today's facts. The motion expressed preference for a brief, concise, strong statement for (1) immediate emergent action and (2) necessary long-time provisions.

Commercial credit firms seeking contracts from municipal officials to investigate relief loads came up for examination. Discussion revealed two cities have experimented with this method. Evidence indicated credit investigators threatening clients, inept in getting valid data, disrupting staff morale. In seeking new contracts credit firms were revealed as claiming results not accomplished in fact. *Action:* Division to make thorough investigation of claims, results, effects, etc., for information of chapters, social agencies, public officials.

The possibility of a winter meeting, planned around Survey of Relief Conditions, discussed. *Action:* approved. Time and place to be a staff assignment. Program to be developed by division.

Area meetings in various parts of the country at which division members, and other interested members from adjoining states, might invite representatives from other groups for discussion focussed on state problems suggested. *Action:* approved.

Other subjects under discussion included: advisory groups to Social Security Board and AASW relationships.

AASSW ANNUAL MEETING

The annual meeting of the American Association of Schools of Social Work will be held in New Orleans January 28-29, 1938. Following the practice established at St. Louis last year, the Association will hold its own meeting independently of other national organizations. This year will mark the tenth anniversary of the establishment of the Tulane School of Social Work, and the New Orleans meeting will afford an opportunity for the Association to share in the celebration of ten years of achievement.

The program for the meeting will emphasize the trends in public welfare practice as they affect planning in the schools. In addition to the general business sessions the following program meetings will be scheduled:

1. Friday, January 28 at 12:30 P. M.—"Training Needs in Public Child Welfare Services—Their Implications for the Schools." Miss Katherine Lenroot, Chief, U. S. Children's Bureau.

2. Friday, January 28 at 7:00 P. M.—"Curriculum Changes in Light of Demands of Public Social Services." Kenneth L. M. Pray, Dean, Pennsylvania School of Social Work.

3. Saturday, January 29 at 11:00 A. M.—"Civil Service and Professional Education for Social Work." Miss Elizabeth Cosgrove, United States Civil Service Commission.

Round table discussion on Friday and Saturday include:

1. Problems of School Administration.
2. Student Research.
3. Child Welfare.
4. In-Service Training.

Members of faculties of schools holding membership in the Association are invited to attend this annual meeting. For program details communicate with the Secretary, c/o University of Pittsburgh.

Miss Mary E Murphy
848 No Dearborn St
Chicago Ill

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